



MEMORANDUM

TO: Consultants/Contractors

FROM: Gaye Hettrick, UDOT Consultant Services Manager

DATE: July 19, 2006

SUBJECT: **USE OF CONSULTANT AND/OR CORPORATE LOGOS OR BRANDING IDENTIFICATION IN UDOT OWNED DOCUMENTS OR PRODUCTS FOR ANY PUBLIC PURPOSE**

Consultant and/or Corporate logos or branding identification may no longer be displayed in public documents/products produced for UDOT beginning July 1, 2005. It is our intent that consultants should place identifying information, in text format, in appropriate places in documents. For specific questions or further guidance please contact Gaye Hettrick, Consultant Services Manager, (801) 965-4639 or ghettrick@utah.gov.

Restrictions on Consultant/Contractor Logos or Branding

- Plan Sheets or Title Blocks.
- Environmental Documents.
- Standard UDOT Forms.
- Project Websites.
- Cover Pages.
- Headers/Footers.
- Information and Display Boards for Public Meetings.